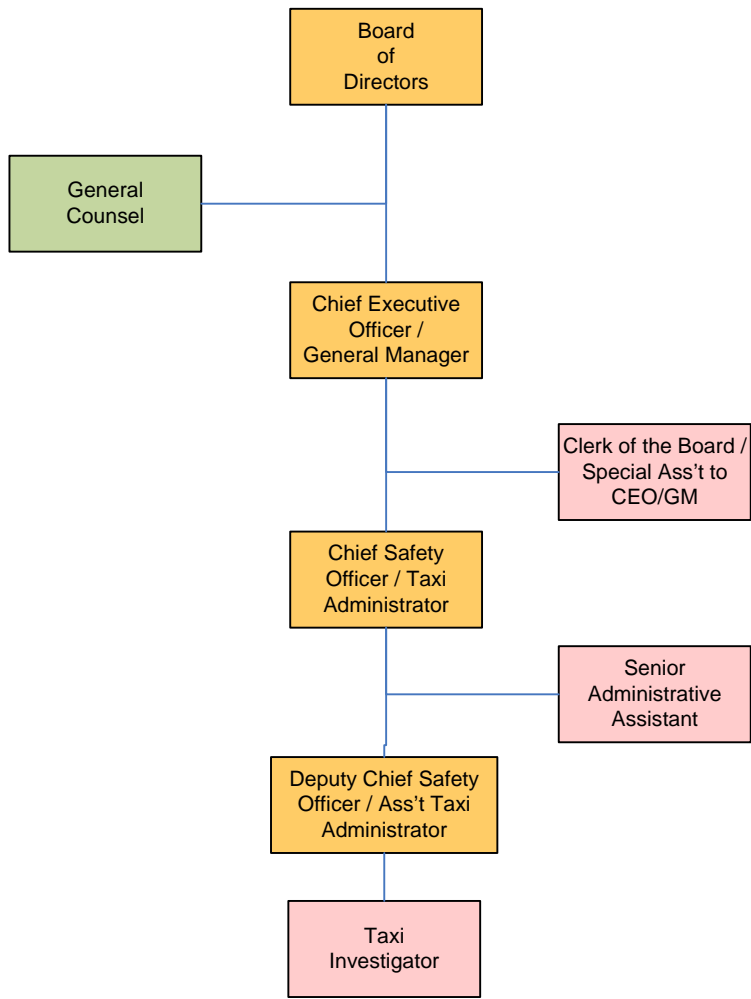




SUNLINE REGULATORY ADMINISTRATION

SUNLINE REGULATORY ADMINISTRATION BUDGET
FY 2018/2019





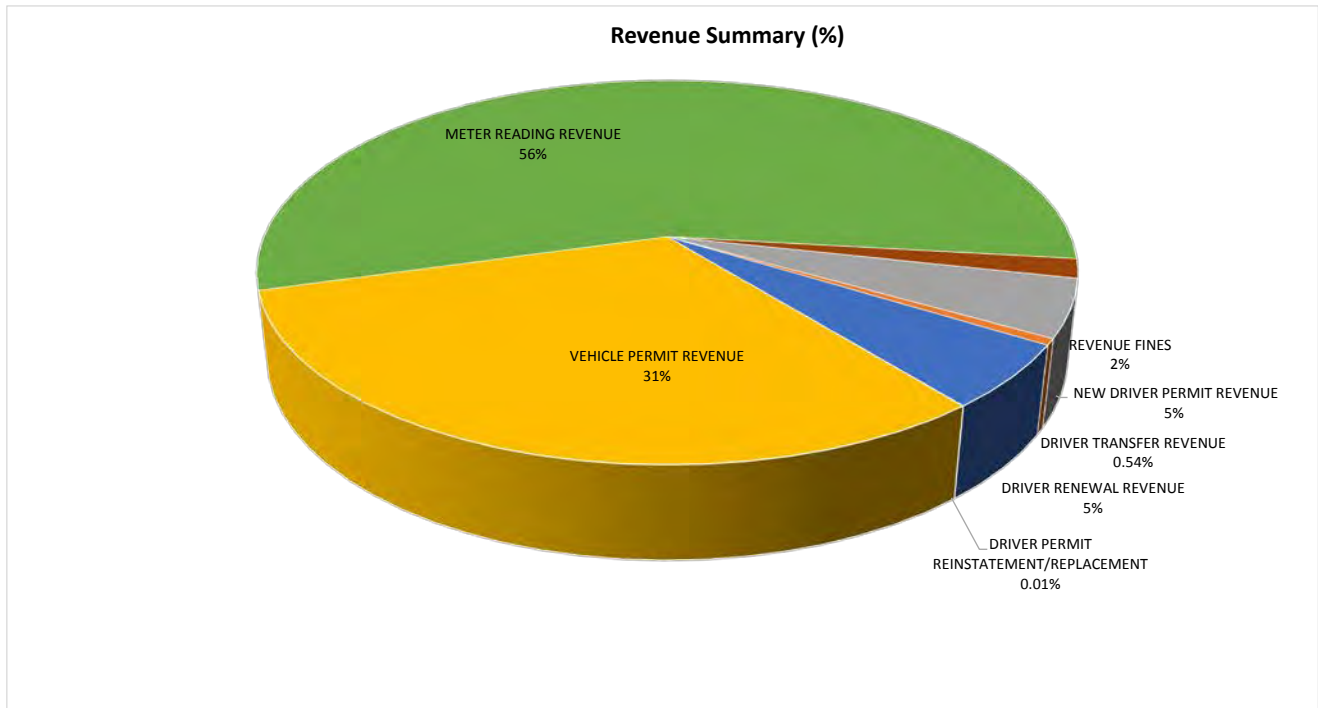
FUNCTIONS & RESPONSIBILITIES

Taxi regulation oversight includes, but is not limited to, responsibility for day-to-day regulatory functions of the Coachella Valley taxicab industry. These functions include driver testing, driver permit issuance, issuance of annual taxicab company licenses, suspension and revocation of permits and licenses and complaint investigation. The SRA Taxicab Administrator handles adjudication of taxicab license and taxicab driver permit cases with appeals processed through the SSG guidelines and policies.

FY 19 GOALS & OBJECTIVES

- Amend Taxi Ordinance 2016 to increase safety for passengers and provide franchises opportunities to lower costs
- Explore possibilities of enforcing regulations regarding TNC's
- Reduce contingency funds to comply with Board approved amounts
- Lower costs for new and renewing taxi drivers

REVENUE SUMMARY



Sources of Funding (Operating)	FY 18 Approved Budget	FY 18 Estimates	FY 18 Variance	FY 19 Proposed Budget	FY 19 Variance
4010101100 METER READING REVENUE	156,497	146,987	(9,510)	104,674	(51,823)
4010101200 REVENUE FINES	2,000	3,568	1,568	3,000	1,000
4010101300 VEHICLE INSPECTION REVENUE	-	-	-	-	-
4010101400 VEHICLE REINSPECTION REVENUE	-	-	-	-	-
4010101500 NEW DRIVER PERMIT REVENUE	4,000	8,400	4,400	9,000	5,000
4010101600 DRIVER TRANSFER REVENUE	850	1,457	607	1,000	150
4010101700 DRIVER RENEWAL REVENUE	9,200	7,000	(2,200)	10,000	800
4010101750 DRIVER PERMIT REINSTATEMENT/REPLACEMENT	150	26	(124)	25	(125)
4010101900 VEHICLE PERMIT REVENUE	80,900	56,625	(24,275)	58,242	(22,658)
4010102200 OTHER REVENUE	-	30	30	-	-
Total Revenue	253,597	224,094	(29,503)	185,941	(67,656)

Notes:

- The FY 18 variance reflects the difference between FY 18 estimated actuals and FY 18 approved budget. The FY 19 variance indicates the difference between FY 19 proposed budget and FY 18 approved budget.

Taxi Fees

Taxi fees are approved in a yearly resolution which is presented at the June board meeting. The approved fees are evaluated to ensure any increases are reasonably imposed solely to recover the actual costs of regulating taxicabs within the Coachella Valley. The following represents the suggested fees for Fiscal Year 2019 used in the calculation of the proposed budget.

Fees	FY 18 Approved Fees	FY 19 Proposed Fees	Variance
Maximum Base Rate	3	3	-
Driver Permit New	90	90	-
Driver Permit Renewal	50	50	-
Driver Transfer Fee	50	50	-
Driver Permit Reinstatement Fee	25	25	-
Driver Permit Replacement	5	5	-
Vehicle Inspection Per Vehicle Bi-Annual	50	50	-
Vehicle Re-Inspection Fee	50	50	-
Vehicle Permit - new	600	600	-
Vehicle Permit renewal	600	600	-
Vehicle Permit Alt Fuel, Hybrid, Ada - renewal	450	450	-
Vehicle Permits Re-Insertion	65	65	-
Late Fee (for late payment of invoices)	29	29	-
Appeal Fee	100	100	-

Notes:

- Late fees shall be assessed at \$29.00 per day for a maximum of \$116 per occurrence.

SUNLINE SERVICES GROUP

EXPENSE SUMMARY

General Ledger Code	FY 16 Actuals	FY 17 Actuals	FY 18 Estimated Actuals	FY 18 Approved Budget	FY 19 Proposed Budget	Variance
5010201600 ADMIN SALARIES	120,573	108,789	73,132	69,158	75,099	5,941
5010201610 ADMIN SALARIES-OT	-	1,313	-	1,250	-	(1,250)
5010700000 ALLOCATED SALARIES	16,790	4,085	43,161	34,579	37,456	2,877
5029999999 TOTAL FRINGE BENEFITS	135,292	52,395	61,610	69,092	70,138	1,046
5030103240 BACKGROUND CHECK SERVICES	2,353	4,070	4,051	4,500	4,500	-
5030300005 LEGAL SERVICES - GENERAL	-	3,482	16,435	28,500	78,500	50,000
5030300010 COMPUTER/NETWORK SUPPORT	-	-	-	-	-	-
5030300015 COMPUTER SUPPLIES	-	-	-	2,000	-	(2,000)
5030303240 OTHER PROFESSIONAL SERVICES	4,550	-	-	-	-	-
5030303310 AUDIT SERVICES - EXTERNAL	-	-	6,708	10,000	10,000	-
5030400000 TEMPORARY HELP SERVICES	-	25,817	4,368	-	-	-
5030500000 MAINTENANCE CONTRACTS	755	336	331	1,000	1,000	-
5039900006 OUTSIDE REPAIRS-TAXI	314	59	100	1,000	1,000	-
5039903800 OTHER SERVICES	650	675	567	1,500	1,000	(500)
5040101000 FUEL-CNG	608	638	595	1,000	1,000	-
5040404300 OFFICE SUPPLIES	2,655	1,691	3,041	2,200	2,200	-
5049900002 POSTAGE	994	283	300	300	300	-
5049900026 FACILITY MAINTENANCE	-	432	519	519	519	-
5049900032 REPAIR PARTS- TAXI VEHICLES	4,467	470	507	984	1,000	16
5050200001 UTILITIES	-	4,325	3,981	3,981	3,721	(260)
5050200003 TRASH PICK-UP	994	259	277	277	295	18
5050200006 COMMUNICATIONS	2,982	2,000	-	-	800	800
5060100000 INSURANCE-PHYSICAL DAMAGE	-	399	400	400	239	(161)
5060300000 INSURANCE-GENERAL LIABILITY	3,148	2,570	2,487	2,487	4,028	1,541
5060401000 INSURANCE PREMIUM WC	166	8,877	9,225	9,225	13,507	4,282
5079900000 FUEL TAXES	8	8	356	20	20	-
5090100000 DUES, MEMBERSHIPS & SUBSCRIPTIONS	724	724	1,380	725	790	65
5090200000 TRAVEL AND TRAINING	-	-	2,279	5,000	5,000	-
5090200001 DRIVER TRAINING/EVENTS	-	-	-	-	-	-
5090200002 MILEAGE REIMBURSEMENT	-	-	-	100	100	-
5090801000 BANK SERVICE FEES	-	-	968	3,000	1,000	(2,000)
5099900001 STAFF DEVELOPMENT	2,418	-	796	800	800	-
5099905990 MISCELLANEOUS EXPENSE	3,071	1,980	-	-	-	-
Total Expenses	303,513	225,677	237,573	253,597	314,012	60,415

Notes

- Added Bank Services and Fees account to replace
- Allocated overhead distributed across corresponding expense accounts per auditor recommendation.

SUNLINE SERVICES GROUP

PERSONNEL SUMMARY

FY 19 Physical Count	Classification	FY 18 Authorized FTEs	FY 19 Requested FTEs	Variance
1	Chief Safety Officer/Taxi Administrator	0.25	0.25	0.00
1	Deputy Chief Safety Officer/Asst. Taxi Administrator	0.25	0.25	0.00
1	Senior Administrative Assistant	1.00	1.00	0.00
1	Taxi Investigator	1.00	1.00	0.00
4	Total FTEs	2.50	2.50	0.00

Notes

- Taxi Administrator responsibilities added to the Chief and Deputy Chief Safety Officers in lieu of filling one FTE for the Taxi Administrator position. The total resulting impact is three quarters of an FTE (.75) in payroll allocations from SunLine Transit Agency.

SUNLINE SERVICES GROUP DETAIL

Division 96

General Ledger Code	FY 18 Approved Budget	FY 19 Proposed Budget	Variance
5010201600 ADMIN SALARIES	69,158	75,099	5,941
5010201610 ADMIN SALARIES-OT	1,250		(1,250)
5010700000 ALLOCATED SALARIES	34,579	37,456	2,877
5029999999 TOTAL FRINGE BENEFITS	69,092	70,138	1,046
Sub-total	174,079	182,693	8,614
5030103240 BACKGROUND CHECK SERVICES			
Costs related to processing new applicants	4,500	4,500	-
Sub-total	4,500	4,500	-
5030300005 LEGAL SERVICES - GENERAL			
General counsel	28,500	28,500	-
Amend Taxi Ordinance	-	50,000	50,000
Sub-total	28,500	78,500	50,000
5030300015 COMPUTER SUPPLIES			
Replacement of laptops, tablets and other electronics as needed	2,000	-	(2,000)
Sub-total	2,000	-	(2,000)
5030303310 AUDIT SERVICES - EXTERNAL			
Fiscal year financial statement audit	10,000	10,000	-
Sub-total	10,000	10,000	-
5030500000 MAINTENANCE CONTRACTS			
Copier related expenses	1,000	1,000	-
Sub-Total	1,000	1,000	-
5039900006 OUTSIDE REPAIRS-TAXI			
Maintenance costs for vehicles	1,000	1,000	-
Sub-Total	1,000	1,000	-
5039903800 OTHER SERVICES			
Board member compensation for SSG taxi committees	1,000	1,000	-
Security backup or temporary help for major events	500	-	(500)
Sub-total	1,500	1,000	(500)
5040101000 FUEL-CNG			
Fuel for vehicles	1,000	1,000	-
Sub-total	1,000	1,000	-
5040404300 OFFICE SUPPLIES			
Office supplies	2,200	2,200	-
Sub-total	2,200	2,200	-

SUNLINE SERVICES GROUP DETAIL

Division 96

General Ledger Code	FY 18 Approved Budget	FY 19 Proposed Budget	Variance
5049900002 POSTAGE			
Postage and mailing expenses	300	300	-
Sub-total	300	300	-
5049900026 FACILITY MAINTENANCE			
Allocation from SunLine Transit Agency for materials required to maintain the building	519	519	-
Sub-total	519	519	-
5049900032 REPAIR PARTS- TAXI VEHICLES			
Anticipated repair costs for aging vehicles	984	1,000	16
Sub-total	984	1,000	16
5050200001 UTILITIES			
Allocation from SunLine Transit Agency for utilities used for the administration building	3,981	3,721	(260)
Sub-total	3,981	3,721	(260)
5050200003 TRASH PICK UP			
Allocation from SunLine Transit Agency for trash removal services	277	295	18
Sub-total	277	295	18
5050200006 COMMUNICATIONS			
Cellular services	-	800	800
Sub-total	-	800	800
5060100000 INSURANCE-PHYSICAL DAMAGE			
Allocation from SunLine Transit Agency for insurance related to vehicles	400	239	(161)
Sub-total	400	239	(161)
5060300000 INSURANCE-GENERAL LIABILITY			
Allocation from SunLine Transit Agency for defense and indemnity coverage relating to covered occurrences under general liability insurance	2,487	4,028	1,541
Sub-total	2,487	4,028	1,541
5060401000 INSUARANCE PREMIUM WC			
Allocation from SunLine Transit Agency for workers compensation premium costs	9,225	13,507	4,282
Sub-total	9,225	13,507	4,282
5079900000 FUEL TAXES			
Fuel tax expenses	20	20	-
Sub-total	20	20	-

SUNLINE SERVICES GROUP DETAIL

Division 96

General Ledger Code	FY 18 Approved Budget	FY 19 Proposed Budget	Variance
509010000 DUES, MEMBERSHIPS & SUBSCRIPTIONS			
Annual International Association of Transportation Regulators (IATR) membership	725	790	65
Sub-total	725	790	65
509020000 TRAVEL AND TRAINING			
International Association of Transportation Regulators Conference	5,000	5,000	-
Sub-total	5,000	5,000	-
509020002 MILEAGE REIMBURSEMENT			
Mileage reimbursement for staff	100	100	-
Sub-total	100	100	-
5090801000 BANK SERVICE FEES			
Merchant Charges on Credit Cards	3,000	1,000	(2,000)
Sub-total	3,000	1,000	(2,000)
5099900001 STAFF DEVELOPMENT			
General training for staff	800	800	-
Sub-total	800	800	-
Total Expenses	253,597	314,012	60,415

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FY 2018/2019



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